



FY '05 **Annual Report**
Janice K. Brewer
Secretary of State



JULY 2005

The Secretary of State's Office publishes this annual report every fiscal year. This report is for FY '05 - July 1, 2004 through June 30, 2005. Your comments about any of our publications are appreciated.

Janice K. Brewer

JANICE K. BREWER
Secretary of State



Contact Us:

Offices hours are:

8 a.m. to 5 p.m.
Monday through Friday

General Information:

602.542.4285 or 800.458.5842

Customer Service Center

14 N. 18th Ave.
Phoenix, Arizona
602.542.6187
Fax: 602.542.7386

Capitol Office (Mailing Address)

Janice K. Brewer, Secretary of State
1700 W. Washington Street, 7th Floor
Phoenix, Arizona 85007
602.542.4285
Toll-free: 800.458.5842
TDD: 602.255.8683

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Secretary of State
Attention: Administration
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Phoenix, Arizona 85007

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The Public Services Division produced this report. All photos and graphics by Scott Cancelosi.





ANNUAL REPORT FY '05

ARIZONA SECRETARY OF STATE JANICE K. BREWER

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1700 W. WASHINGTON ST. 7TH FLOOR
PHOENIX, ARIZONA 85007

SECRETARY OF STATE MISSION STATEMENT

AGENCY MISSION STATEMENT

The mission of the Office of the Secretary of State is to carry out its constitutional and statutory mandates which are to receive and record filings from governmental bodies and the general public; to provide election services to counties and candidates for office; to register and certify business transactions; to publish official acts of the state of Arizona including its chapter laws and rules; to appoint notaries public; and to carry out these mandates in a manner compatible with the requirements and expectations of the constituencies the office serves.

DESCRIPTION

The Department of State was created by the constitution and is headed by a publicly elected secretary of state, who serves as acting governor in the absence of the governor, and succeeds the governor should a vacancy occur. The Secretary of State's office is mainly a filing office with duties set in the Arizona Constitution and Arizona Revised Statutes.

The secretary of state is the official keeper of the Great Seal of the State of Arizona.

The Secretary of State's office receives and records various filings, including Uniform Commercial Code transactions, trademark and trade name registrations, charity filings, limited partnership and limited liability partnership filings.

The office administers election functions, including canvass and certification of state-wide elections, registration of lobbyists and acceptance of periodic lobbyist filings, and campaign finance filings; publishes all official acts of the State of Arizona including Chapter laws, the *Arizona Administrative Code* and the *Arizona Administrative Register*, appoints notaries public, and authenticates notaries public and certain public officials for documents sent to foreign locations.



JANICE K. BREWER - THE SECRETARY OF STATE

- Elected Nov. 5, 2002.
- Sworn into office on Jan. 6, 2003.
- Former chairman of the Maricopa County Board of Supervisors served nearly six years.
- Former Arizona State Legislator served 14 years, first as a state representative from 1983 to 1986, and then, as state senator from 1987 to 1996. As senator, she held the leadership position of majority whip from 1993 to 1996. In the Legislature, she served on several committees covering issues from health care to taxes.

ADMINISTRATION

PHONE: 602.542.0681 FAX: 602.542.1575

ADMINISTRATION MISSION STATEMENT:

To provide guidance, leadership, and support to the staff of the Secretary of State's office.

DESCRIPTION

The administration anticipates the increasing expectations of the public, candidates, elected officials, media, and business community in order to provide timely and efficient filing and retrieval of information through advanced automation.

The Secretary of State's office is responsible for maintaining a record of all official acts of the governor during the year [A.R.S. § 41-121(2)], and to account for the official acts of the secretary of state including issuance and attachment of the Great Seal of the State of Arizona to documents that are filed [A.R.S. § 41-130(4)].

Administration keeps track of all secretary of state correspondence; loyalty oath filings [A.R.S. § 38-233]; extraditions; Eagle Scout certificates; and grants/denies permission for the use of the Great Seal of the State of Arizona [A.R.S. § 41-121(3)].

As the state's chief election officer, the secretary of state files in the office receipts for all books distributed by the secretary of state and direct the county recorder of each county to do the same [A.R.S. § 41-121(5)]. Certifies to the governor the names of those persons who have received at any election the highest number of votes for any office, the incumbent of which is commissioned by the governor [A.R.S. § 41-121(6)].

Computer information systems, budget and fiscal operations, and human resources are all managed under administration.

The Secretary of State's office keeps documentation of filings and registrations made within its divisions, as well. Counts of these transactions are tabulated throughout this report where available. Citations to the Arizona Constitution, Arizona Revised Statutes (A.R.S.) and *Arizona Administrative Code* (A.A.C.) are also included in this annual report.

KEY STAFF

Kevin Tyne: Deputy Secretary of State (A.R.S. § 41-122, Assistant Secretary of State), responsible for day-to-day office operations. His duties include but are not limited to preparation of the office's budget, is in charge of human resource issues, is the liaison between the media and the office, and handles all legislative duties, among other duties.

Bill Maaske: Chief Information Officer, responsible for the Secretary of State's computer network, including the Secretary of State Web site; phones and maintenance of office electronics.

Susan Myers: Financial Officer, responsible to support the Secretary of State with human resource duties. She maintains financial accounts, payroll, and procurement of office goods and services.

LOCATION & OFFICE HOURS

The Secretary of State's main office and mailing address is located at the state capitol in Phoenix, 1700 W. Washington Street, in the executive tower on the seventh floor. Office hours are from 8 a.m. to 5 p.m., Monday through Friday, except state holidays.

The Secretary of State's business filings are conducted at two locations:

Customer Service Center, 14 N. 18th Ave., Phoenix, Arizona 85007

This location is conveniently located across the street from the executive tower in downtown Phoenix.

Secretary of State Satellite Office, 400 W. Congress, 2nd Floor, Room 252, Tucson, Arizona 85701

This office is located in the governor's southern Arizona office complex in Tucson.

The Secretary of State election filings:

Executive Tower, State Capitol, 1700 W. Washington Street, on the seventh Floor.

OFFICE CONTACT INFORMATION

General Information			
602.542.4285 or 800.458.5842	Main	Fax	e-mail
Administration	602.542.4285		sosadmin@azsos.gov
Elections	602.542.8683	602.542.6172	elections@azsos.gov
Voter Outreach/Fraud Hotline	877 THE VOTE		vote@azsos.gov
Business Services		602.542.7386	
Charities/Telemarketing:	602.542.6187		charities@azsos.gov
Limited Partnerships:	602.542.6187		partnerships@azsos.gov
Notary Public:	602.542.4758		notary@azsos.gov
Trademark/Trade Names:	602.542.6187		trades@azsos.gov
Uniform Commercial Codes:	602.542.6187		ucc@azsos.gov
Public Services		602.542.4366	
Publications:	602.542.4086		pubs@azsos.gov
Rules (<i>Arizona Administrative Register & Code</i>):	602.542.4751		pubs@azsos.gov
Requests for reasonable alternate formats or accommodations can be made five days in advance by contacting the secretary of state's ADA coordinator at 602.542.4919 or TDD 602.255.8683.			

ARIZONA REVISED STATUTES § 41-121. DUTIES

The secretary of state shall:

1. Receive bills and resolutions from the legislature, and perform such other duties as devolve upon the secretary of state by resolution of the two houses or either of them.

2. Keep a register of and attest the official acts of the governor.

3. Act as custodian of the great seal of this state.

4. Affix the great seal, with the secretary of state's attestation, to public instruments to which the official signature of the governor is attached.

5. File in the secretary of state's office receipts for all books distributed by the secretary of state and direct the county recorder of each county to do the same.

6. Certify to the governor the names of those persons who have received at any election the highest number of votes for any office, the incumbent of which is commissioned by the governor.

7. Publish slip laws of each act of the legislature promptly upon passage and approval of such act, make such acts available to interested persons for a reasonable fee to compensate for the cost of printing and provide each house of the legislature and the legislative council with a certified copy of each bill or resolution, showing the chapter or resolution number of each, as each is filed in the secretary of state's office.

8. Keep a fee book of fees and compensation of whatever kind and nature earned, collected or charged by the secretary of state, with the date, the name of the payer and the nature of the service in each case. The fee book shall be verified annually by the secretary of state's affidavit entered in the fee book.

9. Perform other duties imposed on the secretary of state by law.

10. Report to the governor on January 2 each year, and at such other times as provided by law, a detailed account of the secretary of state's official actions taken since the secretary of state's previous report together with a detailed statement of the manner in which all appropriations for the secretary of state's office have been expended.

11. Transfer all noncurrent or inactive books, records, deeds and other papers otherwise required to be filed with or retained by the secretary of state to the custody of the Arizona state library, archives and public records.

12. Make available to the public, without charge, title 33, chapter 11 on the secretary of state's web site.

13. Accept, and approve for use, electronic and digital signatures that comply with section 41-132, for documents filed with and by all state agencies, boards and commissions. In consultation with the government information technology agency, the department of administration and the state treasurer, the secretary of state shall adopt rules pursuant to chapter 6 of this title establishing policies and procedures for the use of electronic and digital signatures by all state agencies, boards and commissions for documents filed with and by all state agencies, boards and commissions.

14. Meet at least annually with personnel from the federal voting assistance office of the United States department of defense and with county recorders and other county election officials in this state to coordinate the delivery and return of registrations, ballot requests, voted ballots and other election materials to and from absent uniformed and overseas citizens.

Other duties are listed in statute and can be found throughout this annual report.

ADMINISTRATION STATISTICS

Administration recorded, filed or prepared:

TYPE OF FILING	NUMBER
Extraditions	
2004	
July	16
August	33
September	41
October	40
November	33
December	32
2005	
January	27
February	24
March	44
April	29
May	25
June	1
Clemency	
Clemency Denied	67
Proclamation of Clemency	16
Certificates	
Eagle Scout certificates	34
Girl Scout Gold Award certificates	24
Camp Fire Wohelo certificates	0
Certificates of Special Recognition	456
Arizona State Flag certificate	13
United States Flag certificate	0
State Seal	
Permission granted to use the state seal	12
Denied use the state seal under A.R.S. § 41-130	0
Request to cease using seal under potential violation of A.R.S. § 41-130	2
Loyalty oaths, governor's appointments and judges (Oaths taken or appointments made July 1, 2004 to June 30, 2005)	829
Secretary of State's office has kept record of the following actions of the governor:	
Resolutions filed	11
Memorials filed	9
Executive orders	22
Proclamations	377

Arizona - A Golden Rule State

The Secretary of State's office continued the "Golden Rule State" program to recognize Arizonan citizens "who live by the Golden Rule." As a Golden Rule State, Secretary Brewer established the Golden Rule program in FY '04 to recognize those who treat others the way they would like to be treated and who make a difference in Arizona. This program continued in FY 2005 with certificates given to those who were considered to be worthy of "living the

Golden Rule.” Those interested to nominate someone log on to the secretary of state Web page at www.azsos.gov, click on the “Golden Rule” link, and fill out a nomination form. For those without Internet access, Arizonans are encouraged to use computers available at either the Secretary of State’s office in Phoenix, 1700 W. Washington, the Tucson satellite office at 400 W. Congress, 2nd Floor, Room 252, or visit their local library.



RESOLUTIONS TRANSMITTED

In her official duties, Secretary Brewer prepares cover letters and transmits memorials and resolutions passed each Legislative session. Supporters and sponsors of House Concurrent Memorial (HCM) 2005 (left) gathered May 11, 2005, at the Capitol when Secretary of State Jan Brewer officially transmitted the memorial. HCM 2005 called on Congress to pass the federal Marriage Protection Amendment and send it to the states for ratification. The Marriage Protection Amendment would amend the United States Constitution to protect marriage as the union of one man and one woman. View the number of resolutions filed under the Public Services section of this annual report.

BUSINESS SERVICES

PHONE: 602.542.6187 FAX: 602.542.7386

MISSION STATEMENT

To process public filings and maintain a database and record of all filed documents and to provide timely access to such records to the general public.

DESCRIPTION

The Business Services Division exists to centralize state-wide registration of trade names, trademarks, limited partnerships, limited liability partnerships, limited liability limited partnerships, charities, telephone solicitors, contracted fund-raisers, athlete agents, Advance Directives and to perfect Uniform Commercial Code (UCC) financing

statements in an efficient and timely manner for the general public.

The Business Services Division also oversees the commissioning of notaries public for the state, issues apostilles and certificates, and certifies notarizations, rules, and laws.

KEY STAFF

Gene Palma: Director, responsible for division operations and human resources.

ARIZONA REVISED STATUTES DUTIES

The Business Services Division, files, registers and/or produces:

Advance Directives, files, maintains a database [A.R.S. § 36-3291]

Apostilles and Certificates issued for documents going to a foreign country [A.R.S. Title 41, Ch. 2, Art. 2, 325-326]

Athlete Agents Registration [A.R.S. Title 15, Ch. 13, Art. 10, 1761-1776]

Charitable Organization (charities) Registration [A.R.S. Title 44, Ch. 19, Art. 1, 6551-6561]

City Charters [A.R.S. Title 9, Ch. 2, Art. 5, 283]

Contracted Fundraisers Registration [A.R.S. Title 44, Ch. 19, Art. 1, 6554]

Copyrighted Music Rights [A.R.S. Title 44, Ch. 24, Art. 1, 6901-6907]

Dance Studios Contracts [A.R.S. Title 44, Ch. 11, Art. 10, 1741-1750]

Health Spas [A.R.S. Title 44, Ch. 11, Art. 13, 1791-1796]

Intergovernmental Agreements (IGAs) [A.R.S. Title 11, Ch. 7, Art. 3, 951-954]

Notaries - complaints filed, actions on complaints [A.R.S. Title 41, Ch. 2, Art. 2, 331]

Notaries Public Commission [A.R.S. Title 41, Ch. 2, Art. 2, 311-332]

Out of State Landlord Agents for Service or “Jurisdiction and service of process” [A.R.S. Title 33, Ch. 10, Art. 1, 1309]

Partnerships Registration [A.R.S. Title 29, Ch. 1 through 5]

Public Meeting Notices [A.R.S. Title 38, Ch. 3, Art. 3.1, 431.02(A)(1)] Public notice of all meetings of public bodies shall be given as follows: The public bodies of the state shall file a statement with the secretary of state stating where all public notices of their meetings will be posted and shall give such additional public notice as is reasonable and practicable as to all meetings.

Revocation of Certificate, Suspension, Re-issuance (reinstatement) of a suspended or revoked certificate - Board of Technical Registration [A.R.S. § 32-128(I) Title 32, Ch. 1, Art. 1, 101-150]

Telemarketers or telephone solicitors Registration [A.R.S. Title 44, Ch. 9, Art. 6, 1271-1281]

Trade Name Registration (business names) [A.R.S. Title 44, Ch. 10, Art. 3.1 1460-1460.05]

Trademarks Registration (logos) [A.R.S. Title 44, Ch. 10, Art. 3, 1441-1456]

Uniform Commercial Code (UCC) Registration i.e. financing statements [A.R.S. Title 47, Ch. 9]

BUSINESS SERVICES STATISTICS

The Business Services Division of the Secretary of State’s office recorded, filed or prepared:

TYPE OF TRANSACTION OR FILING	NUMBER
The Business Services Division has accepted the following number of initial and subsequent filings and annual reports in Fiscal Year 2005:	
General Partnerships	7

Limited Partnerships	2,281
Limited Liability Partnerships	1,290
Limited Liability Limited Partnerships	1,253
Foreign Limited Partnerships	1,125
Foreign Limited Liability Partnerships	89
Foreign Limited Liability Limited Partnerships	17
The Business Services Division administers the following number of recorded Limited Partnerships:	
General Partnerships	20
Limited Partnerships	18,635
Foreign Limited Partnerships	5,473
Limited Liability Partnerships	2,311
Foreign Limited Liability Partnerships	132
Limited Liability Limited Partnerships	1,493
Foreign Limited Liability Limited Partnerships	29
In Fiscal Year 2005, the Business Services Division filed:	
New Intergovernmental Agreements	650
Intergovernmental Agreements Amendments	576
Athlete Agent Registrations	20

The Business Services Division of the Secretary of State's office currently administers:

TYPE OF TRANSACTION OR FILING	NUMBER
Trademarks	
Trademarks (currently administers)	17,238
The division filed the following documents related to trademark records	
Applications	904
Renewals	290
Amendments	70
Assignments	58
Cancellations	22
Corrections	59
Mailings related to trademark records	
Certificates	1,381
Trade names	
Trade names (currently administers)	156,023
The division filed the following documents related to trade name records	
Applications	23,393
Renewals	6,098
Amendments	931

Assignments	1,322
Cancellations	502
Corrections	1,254
Mailings related to trade name records	
Reminders	24,630
Certificates	32,998
Uniform Commercial Code	
Uniform Commercial Code (currently administers)	291,651
Uniform Commercial Code transactions	70,668
Other Business Services Registrations	
Telephone Solicitors	67,289
Contracted fund raisers	53
Charities	3,226
The Business Services Division currently administers:	
Athlete Agent Registrations	90
Intergovernmental Agreements	1,226

Notary Filings and Related Duties	
Notary Commissions	78,310
Actions related to Notaries and Notarizations (Business Services issued and affixed the Great Seal of Arizona)	
Certificates of Apostilles/Authentication for Notaries Public	24,966
Certificates of Notary Public Appointments	20,487
Certificates of Authentication	6,182
Notary Complaints	
Complaints filed	289
Complaints resolved	88
Number of Administrative Hearings SOS was a party to	13
Number of Settlement Conferences SOS was a party to	21
Notary Workshops	
Conducted state-wide	54
Number of people attending workshops	1,311



ELECTION SERVICES

PHONE: 602.542.8683 FAX: 602.542.6172

MISSION STATEMENT

The mission of the Election Services Division is to provide professional, courteous service in the administration of campaign finance and lobbyist laws; candidate and ballot filings; training and certification of county recorders and election officials; review and certification of election equipment used by the counties; logic and accuracy tests prior to each election on counties' vote counting devices; and retrieval of filings for the public upon request.

DESCRIPTION

The Election Services Division certifies state candidates, initiatives and referenda for the ballot; transmits and certifies the results of statewide elections; registers and accepts filings for lobbyists;

accepts and files campaign finance reports; tests and certifies voting devices used by the counties; and trains and certifies county election officials among other filing duties.

KEY STAFF

Joseph Kanefield: Director, responsible for division operations; human resources; planning and operations.

Kris Waite: Assistant Director, responsible for daily division operations and support to division director.

ARIZONA REVISED STATUTES DUTIES

CANDIDATES/PUBLIC OFFICERS

Candidates' Nomination Petition papers to run for office [A.R.S. § 16-312]

General Election Candidate Certificates of Election [A.R.S. § 16-650]

Judge/Justice filings for retention [AZ Const. Art. VI § 38]

Judge/Justice Certificates of Retention [A.R.S. § 16-650]

Financial Disclosure Statements filed by Candidates for office [A.R.S. § 16-311]

Annual Financial Disclosure Statements filed by Public Officers and Judges [A.R.S. § 38-542]

Primary Election Certificates of Nomination [A.R.S. § 16-645]

INITIATIVE/REFERENDUM

Initiative Petitions filed by the People [AZ Const. Art. IV Part 1]

Signatures filed for verification for Initiative Petitions filed by the People [A.R.S. § 19-121]

LOGIC AND ACCURACY TESTS

Primary Election L&A Testing [A.R.S. § 16-449]

General Election L&A Testing [A.R.S. § 16-449]

PUBLICITY PAMPHLET

Pamphlets Printed [A.R.S. § 19-123(A)]

Arguments submitted for/against propositions
[A.R.S. § 19-124]

Pamphlet distributed to households with
registered voters [A.R.S. § 19-123(A)(B)]

Ballot Proposition Education - Town Halls
[A.R.S. § 19-123(D)]

PRINCIPAL/PUBLIC BODIES/LOBBYIST

PRINCIPAL

Initial registrations filed [A.R.S. § 41-1232]

Annual Reports filed [A.R.S. § 41-1232.02]

Amendments to registration filed [A.R.S. § 41-
1232]

Delinquent Annual Reports turned over to the
Attorney General's Office [A.R.S. § 41-1237]

Terminations to Principal Registration filed
[A.R.S. § 41-1232]

PUBLIC BODY

Initial registrations filed [A.R.S. § 41-1232.01]

Annual Reports filed [A.R.S. § 41-1232.03]

Amendments to registration filed [A.R.S. § 41-
1232.01]

Delinquent Annual Reports turned over to the
Attorney General's Office [A.R.S. § 41-1237]

Terminations to Public Body Registration filed
[A.R.S. § 41-1232.01]

LOBBYIST

Lobbyist registrations filed [A.R.S. § 41-1232.05]

Delinquent Quarterly Reports turned over to the
Attorney General's Office [A.R.S. § 41-1237]

Quarterly Expenditure Reports filed

Principal Lobbyist [A.R.S. § 41-1232.02(B)]

Public Body Lobbyist [A.R.S. § 41-
1232.03(B)]

CAMPAIGN FINANCE

Statements of Organization [A.R.S. § 16-
902.01]

Campaign Finance Reports [A.R.S. § 16-913]

CLEAN ELECTIONS

Applications for Certification As A Participating
Candidate [A.R.S. § 16-947]

Qualifying Contribution Slips [A.R.S. § 16-950]

ELECTION SERVICES STATISTICS

The Election Services Division of the Secretary of State's office accepted the following documents for filing or handled the following matters:

TYPE OF TRANSACTION OR FILING	TOTAL
Candidates/Public Officers	
Candidates' Nomination Petition papers to run for office *	4 (write-in)
Judge/Justice filings for retention	15
Financial Disclosure Statements filed by Candidates for office	19
Primary Election Certificates of Nomination	180
General Election Candidate Certificates of Election	103
Judge/Justice Certificates of Retention	15
Annual Financial Disclosure Statements filed by Public Officers and Judges	363
Initiative/Referendum	
Initiative Petitions filed by the People	2
Signatures filed for verification for Initiative Petitions filed by the People	464,524
Logic and Accuracy (L&A) Tests	
PRIMARY ELECTION L&A TESTING August 31, 2004 – September 3, 2004	
Pre-Determined Test Ballots Cast	9,426
Pre-Determined Test Votes Cast	39,608
Counties Participated in L&A Testing	15
Percentage of ballot or result errors	0%
GENERAL ELECTION L&A TESTING October 26, 2004 – October 29, 2004	
Pre-Determined Test Ballots Cast	4,812
Pre-Determined Test Votes Cast	66,098
Candidates and Ballot Measures	234
Precincts	126
Counties Participated in L&A Testing	15
Percentage of ballot or result errors	0%
Publicity Pamphlet	
Pamphlets Printed	1,500,000
Pamphlet distributed to households with registered voters	1,435,753
Propositions	8

* All other candidate filings occurred during Fiscal Year 2004

PROP 100	Proposed amendment to the Arizona Constitution by the legislature relating to State Lands	
PROP 101	Proposed amendment to the Arizona Constitution by the legislature relating to initiative and referendum expenditures	
PROP 102	Proposed amendment to the Arizona Constitution by the legislature relating to state ownership of securities	
PROP 103	Proposed amendment to the Arizona Constitution by the legislature relating to Justices of the Peace	
PROP 104	Proposed amendment to the Arizona Constitution by the legislature relating to initiative petitions	
PROP 105	Proposed amendment to the Arizona Constitution by the legislature relating to the State Board of Education	
PROP 200	Proposed by initiative petition relating to voting and public benefits	
PROP 300	Recommendation of the Commission on Salaries for Elective State Officers relating to legislators' salaries	
Arguments submitted for/against propositions		132
Ballot Proposition Education - Town Halls		32
Principal/Public Bodies/Lobbyist		
PRINCIPAL		
Initial registrations filed		1,034
Registration reminder notices mailed		925
Amendments to registration filed		317
Terminations to Principal Registration filed		152
Annual Reports filed		1,010
Annual Report Reminder Notices/Failure to File Letters mailed		382
Delinquent Annual Reports turned over to the Attorney General's Office		50
PUBLIC BODY		
Initial registrations filed		245
Registration reminder notices mailed		248
Amendments to registration filed		99
Terminations to Public Body Registration filed		16
Annual Reports filed		259
Annual Report Reminder Notices/Failure to File Letters mailed		121
Delinquent Annual Reports turned over to the Attorney General's Office		12
LOBBYIST		
Lobbyist registrations filed		679
Registration reminder notices mailed		786
Registration Failure to File letters mailed		256
Quarterly Expenditure Reports filed		3,219
Quarterly Expenditure Report Reminder Notices mailed		2,258

Quarterly Expenditure Report Failure to File letters mailed	356
Delinquent Quarterly Reports turned over to the Attorney General's Office	20
Campaign Finance	
STATEMENTS OF ORGANIZATION	
Candidates Committees	69
Non-Candidate Committees	97
Amendments	134
CAMPAIGN FINANCE REPORTS	
Amendments	1525
Total Campaign Finance Reports Filed	4460
Filed via Internet	4396
Filed via Diskette	64
Candidate Campaign Finance Reports	1534
Non-Candidate Political Committee Finance Reports	2926
CLEAN ELECTIONS	
Applications for Certification As A Participating Candidate	9
Qualifying Contribution Slips	28,184
Candidates Qualified as Clean Election "Participating" Candidates	74

VOTER OUTREACH

Secretary of State VOTER OUTREACH

[AZ SOS HOME](#) | [INFORMATION](#) | [HAVA](#) | [FAQ](#)

Frequently Asked Questions

The following are links to help you to learn more about voting in the state of Arizona.



Who is my county recorder? How do I contact my county election department?
A complete list including election news can be found the [Arizona County Government Information](#) link on our web page.

How do I register to vote?

It's easier than ever to register and you have several options. Remember to check the voter registration deadlines below before choosing an option.

www.azos.gov

(Above) The secretary of state's Web site included additions to the Voter Outreach section to highlight important 2004 election information, voter registration, and information about replacing antiquated voting punch card machines.

The Secretary of State's office participated in several voter outreach activities during FY2005. These included the 18-year-old birthday card program where every Arizona resident receives a birthday card and voter registration form upon turning 18, Voter Registration drives at locations around the state, providing assistance to various organizations and communities on how to conduct a registration drive, and partnering with the Arizona Students' Association to educate college students on the importance of voting.

Secretary Brewer assisted with the "Arizona Vote" bookmark project that distributed over 50,000 bookmarks to bookstores and voter registration drives.



The Secretary of State's web site now has new links translated into Spanish that deal with election and voting information. The "Informacion Para Votantes" section of the site was the first effort by any Arizona Secretary of State to specifically inform Arizona's Spanish speaking voters about important election dates, how to register to vote, election grievance procedures, and how to submit arguments for or against ballot measure.

BREWER VOTING ACTION PLAN

On May 3, 2005, Secretary Brewer announced the final approval of the *Brewer Voting Action Plan*. The *Brewer Voting Action Plan* represents a one-year statewide evaluation and review of Arizona's election and voting processes. The effort began in December 2003 to address the local and nationwide concerns with election processes and technology.

The assessment focused on election technology, policies, procedures and security. The findings and subsequent analysis led to nine areas of recommendations, which include:

Improving election operational procedures to ensure fair and accurate elections.

Increasing security procedures to raise the public confidence of elections.

Requiring a voter verified paper ballot for all types of voting systems used in Arizona.

Increasing the sharing of information and lessons learned.

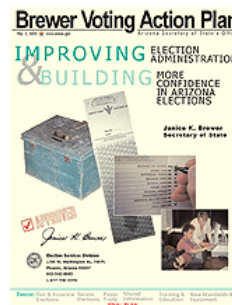
Providing formal security awareness information, training, educations, and procedures within the election workforce.

Strengthening current state certification policies and standards for voting equipment and software to increase verifiability and transparency in the election process.

Implementing standards and recommendations from the Election Assistance Commission.

Modernizing election equipment and software.

Enhancing the statewide voter registration system and processes.



HELP AMERICA VOTE ACT

STATEWIDE VOTER REGISTRATION SYSTEM (VRAZ)

The Arizona Secretary of State issued a request for proposal to enhance the Statewide Voter Registration System (VRAZ) in April of 2005. The centralized statewide voter registration database compares voter registration records with other data sources to ensure the accuracy, integrity and uniqueness of the voter

registration list in Arizona. VRAZ compares voter registration records with the Motor Vehicle Division (identity), courts (felony and incapacitated), Department of Health Services (deaths), and other counties (duplicates). The new centralized statewide voter registration database will be in place in 2006.



ACCESSIBLE VOTING



Hands-on demonstrations were held at the Capitol and select Valley locations for voters to use accessible voting equipment.

The second phase of the Voting Accessibility Ballot Pilot Project involved a limited experimental use of accessible voting equipment as part of the November 2, 2004, General Election. This experimental use was limited to six precincts in Maricopa, Cochise, and Graham counties. The first phase involved various hands-on demonstrations of the new voting technology designed to make voting more accessible to disabled voters and took place during the summer and fall of 2004. There was significant interest, attendance, participation and interaction with the technology. The information gained from the pilot project will assist the Secretary of State's office in issuing a Request for Proposal (RFP) for the purchase of accessible voting equipment for every precinct in the state as required by the federal Help America Vote Act. The new equipment will be in use in 2006.

PROVISIONAL BALLOTS

In 2004, Arizona implemented common provisional ballot procedures and material statewide in compliance with HAVA. Arizona also ensured that every voter that voted a provisional ballot has a toll free way to determine if his or her ballot was counted. With over 100,000 provisional ballots cast at the General Election, the procedures proved to be useful to both the voter and county personnel.

LANGUAGE AND PHYSICAL ACCESSIBILITY



In May of 2005, Arizona was awarded a grant in the amount of \$153,992 from the Department of Health and Human Services (HHS) to improve voting access for individuals with disabilities. The counties utilized the funding to improve accessibility to their polling places. Examples of what the monies have been spent on are ballot alert call systems, TTY/TDD telecommunication devices, portable ramps, and polling place accessibility survey tools. The monies received in Fiscal Year 2005 brought the total amount of HHS grant monies received by the Secretary of State over three years to over \$500,000 dollars.



MILITARY AND OVERSEAS VOTERS

Arizona implemented a new military and overseas program that allows people in the military or citizens that are stationed overseas to conveniently take care of their voting needs. A special Web site at www.azsos.gov/election/military.htm has been set up to facilitate voter registration and early ballot requests for those military and overseas voters. The Internet system allows for military and overseas citizens to submit their requests for early ballots by online or by facsimile. The system also provides for ballots and voter registration materials to be provided via electronic transmission to the voter and for return of the voted ballot. Security procedures are addressed in the state's election procedures manual by making sure that ballots are printed on a secured printer and sealed. (Right) Secretary Brewer displays the fax machine that accepts ballots in the secured area at the Secretary of State's office.



EZ VOTER

Registrations Submitted 210,879
through EZ Voter

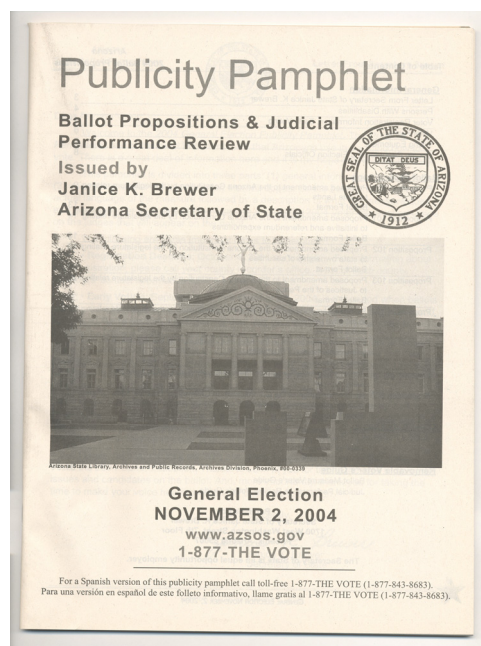


The EZ Voter program is an e-Government application that allows citizens of Arizona to completely register to vote over the Internet in either English or Spanish. A citizen can use EZ Voter to initially register to vote or to modify their voter registration. EZ Voter is the only truly online voter registration system in the country that utilizes the Motor Vehicle Division's digital signature to complete a voter registration. In fiscal year 2005 over 25

percent of all voter registrations were processed through EZ Voter.

The Secretary of State's office and the Motor Vehicle Division submitted a project for preclearance from the Department of Justice that will allow citizens to automatically register to vote simultaneously with their driver license application. This project is slated to be implemented in Fiscal Year 2006.

PRIMARY AND GENERAL ELECTION



Secretary of State Jan Brewer announced the Sun Dial Voter Information Project on September 29, 2004. Bill Pasco, Sun Sounds Director and others were in attendance to bring the Publicity Pamphlet (left) to the visually impaired and the blind.

Blind and visually impaired voters in Arizona had access to important election information via telephone, thanks to a new service called the Sun Dial Voter Information Project. A collaborative effort of Secretary of State Jan Brewer, the Citizens Clean Elections Commission, the Arizona Commission on Judicial Performance Review and Sun Sounds of Arizona, the Sun Dial system provided spoken versions of important written publications free of charge to Arizona voters. Voters who are blind, visually impaired or otherwise disabled could navigate through a simple menu to hear up-to-date printed information by calling 1-866-302-2732.

THE ROAD TO THE PRIMARY AND GENERAL ELECTION

The Election Services Division filed massive amounts of paper work during the election cycle. (Right) Election Director Joseph Kanefield and Deputy Secretary of State Kevin Tyne lend a hand with processing the papers.



The Primary Election was conducted on September 7, 2004, with voter registration closing August 9, 2004, at midnight.

(Left) Supreme Court Chief Justice Charles Jones and Secretary Brewer signed the official primary election canvass at the State Capitol, 1700 W. Washington Street, in the seventh floor conference room, 2:30 p.m. on Monday, Sept. 20, 2004.



*The canvass can be viewed at
www.azsos.gov/election/2004/Primary/Canvass2004PE.pdf*

The General Election was conducted on November 2, 2004, with voter registration closing October 4, 2004, at midnight.

The signing of the official canvass (right) was conducted by the state's Chief Election Officer, Secretary Brewer. The Secretary of State in the presence of the Governor, Attorney General and Chief Justice of the Supreme Court conducted the canvass, pursuant to Arizona Revised Statutes § 16-648.

The voter turnout for the General Election was 77.1 percent; compared with 56.33 percent in 2002; 71.76 percent in 2000; 45.82 percent in 1998 and 63.76 percent in 1996.

*The official canvass can be viewed at
www.azsos.gov/election/2004/General/Canvass2004General.pdf*





SECRETARY OF STATE JAN BREWER WITNESSES CERTIFICATE WITH SIGNATURE AND SEAL

Arizona's 2004 Presidential Electors cast ten Electoral College votes December 13, 2004, at the state Capitol for George W. Bush as President and Dick Cheney as Vice President of the United States. The signing ceremony was held at the Capitol with the Certificates of Votes witnessed by Secretary of State Jan Brewer. Under the law the certificates are filed with the President of the Senate and the National Archives and Records Administration.

The Governor and Arizona's ten electors Linda Barber, Malcolm Barrett, Jim Click, Cynthia J. Collins, Webb Crockett, Elizabeth Wilkinson Fannin, Ross Farnsworth, Ira A. Fulton, Bernice C. Roberts and Phillip Townsend participated in the ceremony. Other dignitaries watched the event that lasted about 20 minutes.

The event culminated the 2004 election cycle. Secretary Brewer commended the county recorders and election directors and the state poll workers for helping to make the election run smoothly.

According to the National Archives and Records Administration, the U.S. Constitution and Federal law places important responsibilities on state executives and the electors.

Under the law the electoral ballots are cast on the first Monday after the second Wednesday in December following the Presidential Election.

Traditionally Arizona's Secretary of State has conducted this ceremony because she is the state's chief election officer.

"Although this ceremony officially ends the 2004 election as Secretary of State I will continue my commitment to implement further election reforms to ensure the integrity of our election process," Secretary Brewer said.

(Above, left) Secretary Brewer announces the protocol to sign the Presidential Elector Ballot (right). (Above, right) Arizona's ten electors take a moment to pose for the press after the ceremony.



PUBLIC SERVICES

PHONE: 602.542.4086 FAX: 602.542.4366

MISSION STATEMENT

To provide public information, process publication requests, file agency rules, publish the *Arizona Administrative Code* and the *Arizona Administrative Register*, chapter and print legislative bills, and publish statutorily mandated and other informational publications and documents while serving the public efficiently and professionally.

DESCRIPTION

The Public Services Division files and publishes the rules of the state's agencies in quarterly supplements to the *Arizona Administrative Code* and in the weekly *Arizona Administrative Register*. A.R.S. § 41-1001(17) states: "Rule" means an agency statement of general applicability that implements, interprets or prescribes law or policy, or describes the procedure or practice requirements of an agency. Rule includes prescribing fees or the amendment or repeal of a prior rule but does not include intra-agency memoranda that are not delegation agreements. Subscriptions to the *Code* and *Register* are maintained.

The Division assigns chapter numbers and reproduces for public distribution chapter (slip) laws as passed by the Legislature and signed by the governor and maintains subscriptions to chapter laws.

The Division prepares and prints most of the publications for the Secretary of State's office including: the state and U.S. constitution; the residential landlord and tenant act; the *Arizona Blue Book*; and numerous other documents, pamphlets, and booklets for each division.

The Division maintains both paper and electronic (online) versions of publications. Both the paper and electronic publications are produced in-house saving taxpayer dollars.

The Public Services Division supports the other SOS divisions in preparation and printing (paper and electronic) of publications, office documents and public records, and special projects. The Division processes the mail for the Secretary of State's office.

KEY STAFF

Scott Cancelosi: Director, responsible for division operations and human resources; and the planning and implementation of division improvements, including records retention management. He is also responsible for secretary of state special projects, supporting other division goals and mission statements with graphic design, photography, releasing press and media announcements and Web site support.

ARIZONA REVISED STATUTES DUTIES

Legislative bills, slip laws – files, chapters and prints original engrossed bills passed by the Legislature. A.R.S. § 41-121(7) "Publish slip laws of each act of the legislature promptly upon passage and approval of such act, make such acts available to interested persons for a reasonable fee to compensate

for the cost of printing and provide each house of the legislature and the legislative council with a certified copy of each bill or resolution, showing the chapter or resolution number of each, as each is filed in the Secretary of State's office."

Memorials & Resolutions, passed by the Legislature – files and prints [A.R.S. § 41-121(7)] see above.

Governor Veto Letters – files and prints

Transmits Memorials and/or Resolutions [A.R.S. § 41-121(1)] – “receive bills and resolutions from the Legislature, and perform such other duties as devolve upon the Secretary of State by resolution of the two houses or either of them”.

Other Filings (files and prints in the *Arizona Administrative Register* and Semi-Annual Index)

Attorney General Opinions [A.R.S. § 41-1013(B)(4)], publishes a summary in the *Administrative Register*.

County Rule Notices, files and prints [A.R.S. § 49-112].

Final Delegation Agreements [A.R.S. § 41-1081 et seq.] A.R.S. § 41-1001(6) definition of a delegation agreement - “Delegation agreement” means an agreement between an agency and a political subdivision that authorizes the political subdivision to exercise functions, powers or duties conferred on the delegating agency by a provision of law. Delegation agreement does not include intergovernmental agreements entered into pursuant to Title 11, Chapter 7, Article 3.”

Guidance Documents (Agency), files and prints [A.R.S. § 41-1013(B)(14)].

Governor’s executive orders of general applicability, publishes in the *Administrative Register* [A.R.S. § 41-1013(B)(2)].

Governor’s appointments of public officials and members of the state’s boards and commissions. [A.R.S. § 41-1013(B)(5)].

Governor’s statement of reasons for granting a commutation, pardon, reprieve, stay or suspension of execution, files and publishes [A.R.S. § 41-1013(B)(3)].

Notices of oral proceedings, public workshops or other meetings on an open rulemaking docket [A.R.S. § 41-1013(B)(15)].

Ombudsmen (Agency), ie. agency liaison, A.R.S. requirement is to print in the *Administrative Register* [A.R.S. § 41-1006].

Proclamations of general applicability - files, proclamations and publishes in the *Administrative Register* [A.R.S. § 41-1013(B)(3)].

Proposed Delegation Agreements, files and publishes [A.R.S. § 41-1081(B)].

Substantive Policy Statements [A.R.S. § 41-1013(B)(14)].

Rule Related Filings (files and prints in the *Arizona Administrative Register*, and/or the *Arizona Administrative Code*. Refer to statute for more information.)

Docket Openings, state agencies, boards and commissions [A.R.S. § 41-1013(B)(7)].

Emergency Rules, state agencies, boards and commissions [A.R.S. § 41-1013(B)(10)].

Exempt Rules, state agencies, boards and commissions [A.R.S. § 41-1013(B)(13)]. The Administrative Procedure Act requires the *Register* publication of the rules adopted by the state’s agencies under an exemption from all or part of the Administrative Procedure Act. Some of these rules are exempted by A.R.S. §§ 41-1005 or 41-1057; rules may exempt by other statutes or court decisions.

Expired Rules, Notice of [A.R.S. § 41-1056(E)].

Final Rules, state agencies, boards and commissions [A.R.S. § 41-1013(B)(9)]. The Administrative Procedure Act requires the publication of the final rules of the state’s agencies. Final rules are those that have appeared in the *Register* first as proposed rules and have been through the formal rulemaking process including approval by the Governor’s Regulatory Review Council or the attorney general. The secretary of state shall publish the notice along with the preamble and the full text in the next available issue of the *Register* after the final rules have been submitted for filing and publication.

Final Summary Rulemaking [A.R.S. § 41-1027]

Formal Rulemaking Advisory Committee [A.R.S. § 41-1021(C) and (D)]

Governor’s Regulatory Review Council (G.R.R.C.) Summaries of Action Taken [A.R.S. § 41-1013(B)(12)].

G.R.R.C. Agenda

Proposed Rules, state agencies, boards and commissions [A.R.S. § 41-1013(B)(8)].

Proposed Summary Rules [A.R.S. § 41-1027]

Public Information, Notice of - Notices of Public Information contain corrections that agencies wish to make to their notices of rulemaking; miscellaneous rulemaking information that does not fit into any other category of notice; and other types of

information required by statute to be published in the *Register*.

Recodification of Rules, state agencies, boards and commissions. When the Secretary of State’s office finds it necessary to recodify a chapter in order to maintain the integrity of the codification system or whenever an agency requests, in writing, that the office recodify an entire chapter or portion of a chapter, the office will publish a Notice of Recodification in the *Register* and make the change in the *Arizona Administrative Code*.

Supplemental Proposed Rules [A.R.S. § 41-1013(B)(11)].

Terminated Rules, state agencies, boards and commissions.

Incorporated by reference material - maintains and incorporated by reference library of items filed with rules through 2003.

Publishes, prints and/or posts on the Secretary of State Web site.

Annual Report, posts and publishes upon request.

Arizona Administrative Register, publishes in paper and electronically to Web site [A.R.S. §§ 41-1011 and 41-1013].

Arizona Administrative Code, publishes in paper and electronically to Web site [A.R.S. §§ 41-1011 and 41-1012].

Arizona Rulemaking Manual, publishes in paper and electronically to the Web site.

Arizona Blue Book, publishes [A.R.S. § 41-131].

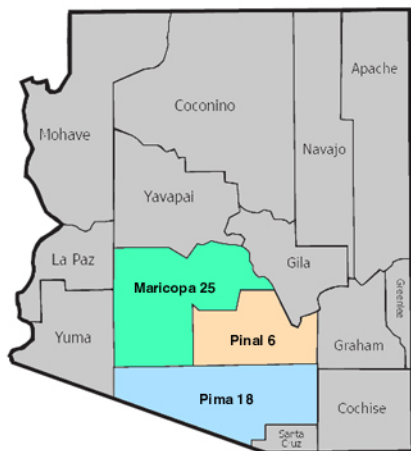
Residential Landlord and Tenant Act, publishes and posts [A.R.S. § 33-1322].

Mobile Home Parks Landlord and Tenant Act “Make available to the public, without charge, Title 33, Chapter 11 on the secretary of state’s Web site” [A.R.S. § 41-121(12)].

PUBLIC SERVICES STATISTICS

The division receives a number of filings that are published in the *Arizona Administrative Register*.

County Notices published pursuant to A.R.S. § 49-112



When authorized by law, a county may adopt a rule, ordinance or other regulation that is more stringent than or in addition to a provision of this title or rule adopted by the director or any board or commission authorized to adopt rules pursuant to this title (Title 49, The Environment).

Total Notices Filed = 49

Governor's Executive Orders published pursuant to A.R.S. § 41-1013(B)(2)



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

[Signature]
GOVERNOR

DONE at the Capitol in Phoenix on this 14th day of February in the Year Two Thousand Five and of the independence of the United States of America the Two Hundred Twenty-Ninth.

ATTEST:

[Signature]
SECRETARY OF STATE

The *Register* shall contain... each governor's proclamation of general applicability

Total Executive Orders published = 27

Governor's Regulatory Review Council (GRRC)

The Governor's Regulatory Review Council was created by Executive Order in May 1981. The Council reviews most rules to ensure that they are necessary and to avoid duplication and adverse impact on the public.

GRRC Deadlines

Total published = 1

GRRC Agenda and Summary on Council Action

Total published = 27

Notice of Agency Guidance Document

Guidance documents are written expressions that inform the general public of an agency's current approach to rule or regulation practice.

Department of Health Services

Total published = 41

Department of Revenue

Total published = 1

Total Agency Guidance Documents filed = 42

Notice of Agency Ombudsmen

The Administrative Procedure Act requires the publication of agency ombudsman. Agencies that employ more than 100 people shall publish annually in the *Register* the name or names of those employees who are designated by the agency to assist members of the public or regulated community in seeking information or assistance from the agency (A.R.S. § 41-1006).

Agencies filing this notice include:

Arizona Health Care Cost Containment System
 Arizona Medical Board - Arizona Regulatory Board
 of Physician Assistants
 Department of Economic Security
 Department of Revenue

Total Notices of Agency Ombudsmen filed = 4

Notices of Public Hearings

Two types of Notices of Public Hearings can be filed. They are: Notices of Public Meeting on Open Rulemaking Dockets and Notices of Public Hearing on Proposed Rulemakings.

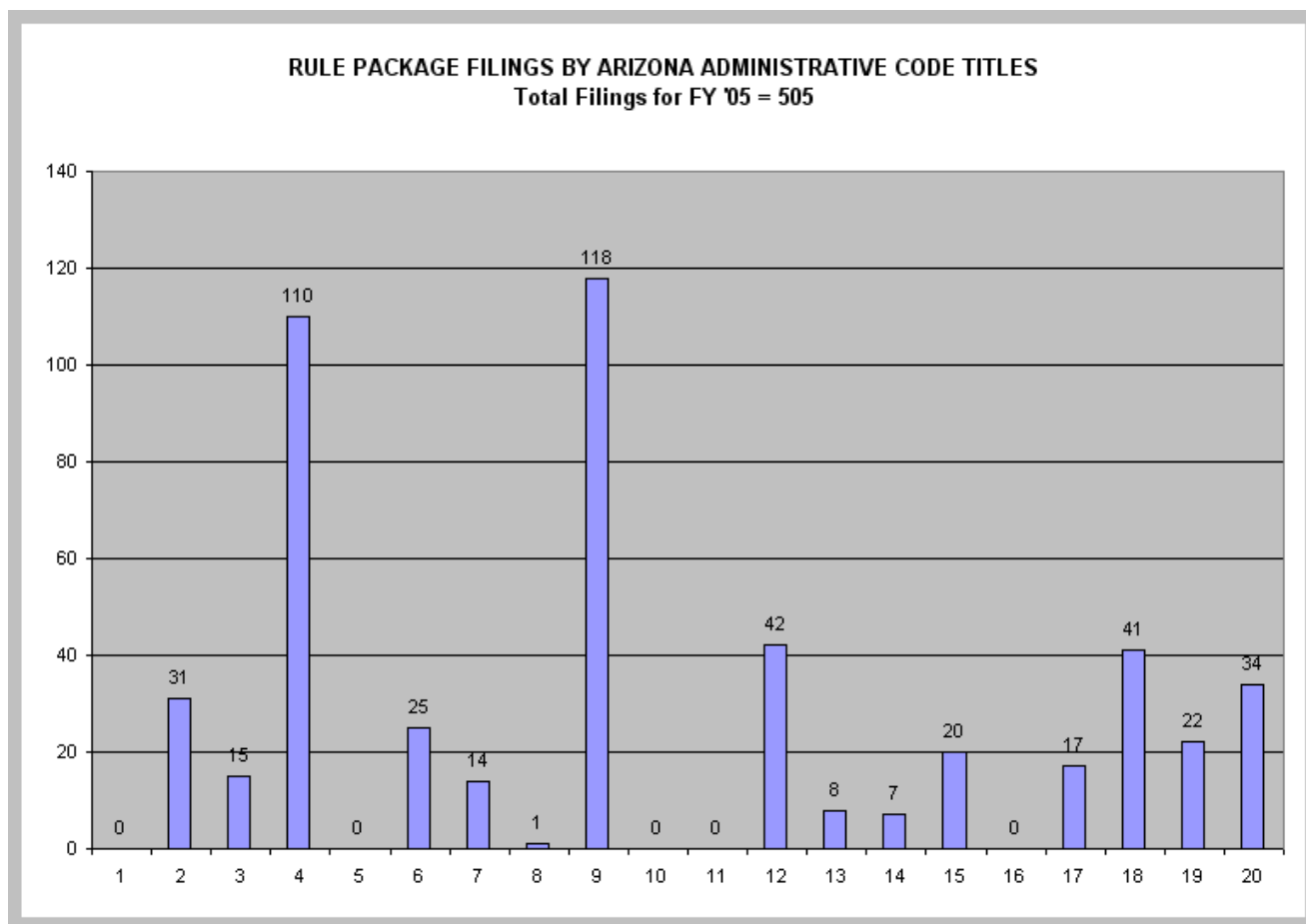
Total Public Hearing Notices filed = 7

Notice of Substantive Policy Statements

Substantive policy statements are written expressions that inform the general public of an agency's current approach to rule or regulation practice. Substantive policy statements are advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedure Act.

Total Notices filed = 69

Notice of Public Information Total Filed = 24

RULE PACKAGE FILINGS BY ARIZONA ADMINISTRATIVE CODE TITLE

This chart shows the total number of filings by *Arizona Administrative Code* title (categories). Title categories are:

- Title 1. Rules and the Rulemaking Process
- Title 2. Administration
- Title 3. Agriculture
- Title 4. Professions and Occupations
- Title 5. Corrections
- Title 6. Economic Security
- Title 7. Education
- Title 8. Emergency and Military Affairs
- Title 9. Health Services
- Title 10. Law
- Title 11. Mines
- Title 12. Natural Resources
- Title 13. Public Safety
- Title 14. Public Service Corporations; Corporations and Associations; Securities Regulation
- Title 15. Revenue
- Title 16. Tax Appeals
- Title 17. Transportation
- Title 18. Environmental Quality
- Title 19. Alcohol, Dog and Horse Racing, Lottery and Gaming
- Title 20. Commerce Banking and Insurance

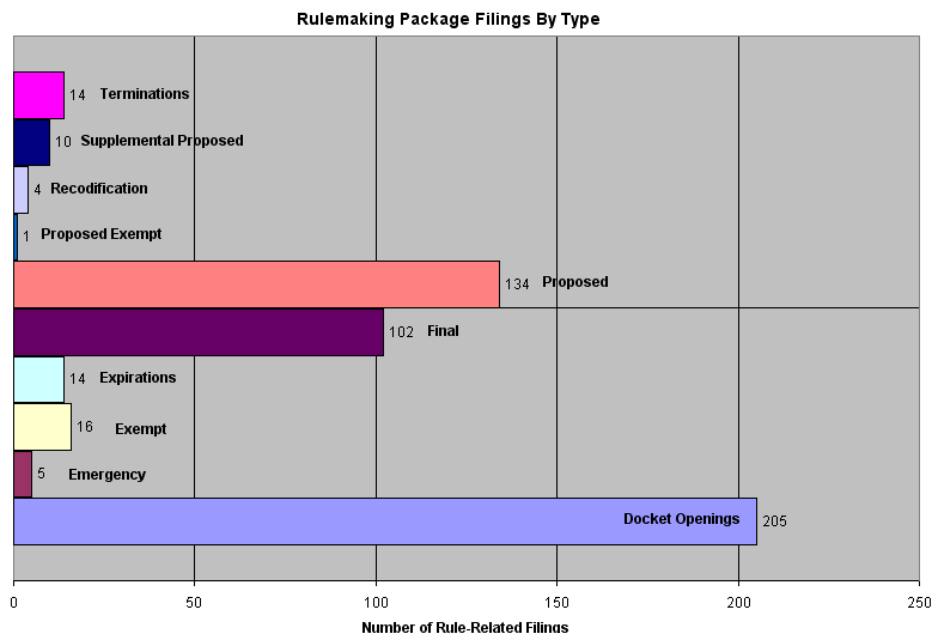
Titles 1, 5, 11, and 16 did not have any rulemaking filings during this fiscal year. Title 9, Health Services had the most filings at 118 rule-related packages (seven more filings than the previous fiscal year). Title 4, Professions and Occupations came in a close second for the fiscal year at 110 filings (19 more filings than the previous fiscal year). Total rule-related filings for the fiscal year dropped 46 filings. Even with this change, the rulemaking packages filed kept the publication page count about the same (see page counts below). This may be due to sections (rules) being combined into the same package instead of filing separate rulemaking packages for each section.

PAGE COUNTS FOR RULE PUBLICATIONS

The average page count for an *Arizona Administrative Code* supplement was 1,600 with more than half a million impressions made for publication of the *Code* for subscribers during the fiscal year.

The total page count for Volume 10, 2004 of the *Arizona Administrative Register* was 5270. The page count for Volume 11, 2005 of the *Arizona Administrative Register* through June 24, 2005, (end of the fiscal year) was 2428. Both these figures are within 10 pages of the previous years' page counts.

RULEMAKING PACKAGE FILINGS BY TYPE OF NOTICE



The chart above shows rulemaking filings for the fiscal year. Fourteen rulemakings were terminated (two more than in FY '04), while 14 rules expired. If an agency does not file a five-year rule review report with the Governor's Regulatory Review Council (GRRRC) including a revised report; or if an agency does not file an extension before the due date of the report; or if an agency files an extension but does not submit a report within the extension period; the rules scheduled for review expire. GRRRC is required to notify the secretary of state that the rules have expired and are no longer enforceable. The expiration notice is published in the *Administrative Register*, and the rules are removed from the *Administrative Code*.

Five emergency rulemaking packages were filed, one more than in FY '04. Under the Administrative Procedure Act (APA), an agency may determine that adoption, amendment, or repeal of a rule is necessary for immediate preservation of the public health, safety, or welfare and the notice and public participation requirements are impracticable. Under this determination, the agency may adopt the rule as an emergency and submit it to the attorney general for review. The attorney general approves the rule and then files it with the secretary of state. The rule

remains in effect for 180 days. An emergency rule may be renewed for one 180-day period if the requirements of A.R.S. § 41-1026 are met. If the emergency rule is not renewed or the rule is not permanently adopted by the end of the 180-day period, the emergency rule expires and the text of the rule returns to its former language in the *Arizona Administrative Code*. If any former language did not exist a historical note would reflect that an emergency rule was once in the section.

There were 15 less docket openings this fiscal year compared with the previous fiscal year. During this time 205 Docket Opening were filed. Under the APA, agencies must submit a Notice of Rulemaking Docket Opening before beginning the formal rulemaking process.

For this fiscal year 134 Notices of Proposed Rulemakings were filed. This is a decrease of three packages over the previous fiscal year. These rulemaking packages contain a preamble and the full text of the rules. The Secretary of State's office publishes each notice in the *Register* within three weeks of filing. An agency must allow at least 30 days to elapse after the publication of the Notice of Proposed Rulemaking in the *Register* before beginning any proceedings for making, amending, or repealing any rule. (A.R.S. §§ 41-1013 and 41-1022).

NUMBER OF FILINGS BY MONTH

Monthly Stats	FY '04	FY '05
July 2004	35	55
August 2004	42	38
September 2004	41	44
October 2004	50	34
November 2004	46	27
December 2004	38	47
January 2005	47	51
February 2005	61	33
March 2005	59	44
April 2005	39	32
May 2005	35	39
June 2005	62	61

NUMBER OF FILINGS BY CHAPTER (AGENCY, BOARD OR COMMISSION)

Acupuncture Board of Examiners, 3
 AHCCCS, Administration, 26
 AHCCCS, Arizona Long-term Care System, 16
 AHCCCS, Children's Health Insurance Program, 16
 AHCCCS, Health Care for Private Employer Groups/AHCCCS Administered, 9
 Arizona Medical Board, 11
 Arizona Navigable Stream Adjudication Commission, 2
 Arizona Peace Officer Standards and Training Board, 1
 Arizona Racing Commission, 6
 Arizona State Lottery Commission, 10
 Arizona Uniform Plumbing Code Commission, 2
 Banking Department, 5
 Board for Private Postsecondary Education, 2

Board of Accountancy, 4
 Board of Appraisal, 7
 Board of Barber Examiners, 2
 Board of Behavioral Health Examiners, 2
 Board of Chiropractic Examiners, 2
 Board of Dispensing Opticians, 4
 Board of Examiners for Nursing Care Institution Administrators and Assisted Living Facility Managers, 1
 Board of Funeral Directors and Embalmers, 3
 Board of Homeopathic Medical Examiners, 1
 Board of Manufactured Housing, 1
 Board of Nursing, 4
 Board of Optometry, 4
 Board of Osteopathic Examiners in Medicine and Surgery, 1
 Board of Pharmacy, 22
 Board of Physical Therapy Examiners, 4
 Board of Psychologist Examiners, 4
 Board of Respiratory Care Examiners, 1
 Board of Technical Registration, 5
 Commission for the Deaf and Hard of Hearing, 3
 Corporation Commission, Fixed Utilities, 2
 Corporation Commission, Securities, 4
 Corporation Commission, Transportation, 1
 Department of Administration, 2
 Department of Administration, Management Services Division, 1
 Department of Administration, Personnel Administration, 2
 Department of Administration, Public Buildings Maintenance, 3
 Department of Administration, Purchasing Office, Finance Division, 1
 Department of Administration, Risk Management Section, 3
 Department of Administration, School Buses, 2
 Department of Agriculture, Agricultural Councils and Commissions, 5
 Department of Agriculture, Office of Commodity Development and Promotion, 1
 Department of Agriculture, Plant Services Division, 5
 Department of Agriculture, State Agricultural Laboratory, 1
 Department of Building and Fire Safety, 2
 Department of Commerce, 2
 Department of Economic Security, 1
 Department of Economic Security, Aging and Adult Administration, 1
 Department of Economic Security, Cash Assistance Program, 1
 Department of Economic Security, Child Support Enforcement, 4
 Department of Economic Security, Developmental Disabilities, 2
 Department of Economic Security, Employment and Training, 2
 Department of Economic Security, Food Stamps Program, 2
 Department of Economic Security, General Assistance Program, 1
 Department of Economic Security, Job Training Partnership Act (JTPA), 1
 Department of Economic Security, Rehabilitation Services, 1
 Department of Economic Security, Social Services, 3
 Department of Economic Security, State Assistance Programs, 2
 Department of Economic Security, The JOBS Program, 1
 Department of Economic Security, Unemployment Insurance, 3
 Department of Emergency and Military Affairs, Division of Military Affairs, 1
 Department of Environmental Quality, Administration, 1
 Department of Environmental Quality, Air Pollution Control, 17

Department of Environmental Quality, Environmental Reviews and Certification, 4
Department of Environmental Quality, Permits and Compliance Fees, 1
Department of Environmental Quality, Pesticides and Water Pollution Control, 1
Department of Environmental Quality, Remedial Action, 6
Department of Environmental Quality, Safe Drinking Water, 1
Department of Environmental Quality, Solid Waste Management, 3
Department of Environmental Quality, Underground Storage Tanks, 1
Department of Environmental Quality, Waste Management, 2
Department of Environmental Quality, Water Pollution Control, 1
Department of Environmental Quality, Water Quality Standards, 2
Department of Environmental Quality, Waste Management, 1
Department of Health Services, Administration, 4
Department of Health Services, Arizona Medically Underserved Area Health Services, 1
Department of Health Services, Children's Rehabilitative Services, 1
Department of Health Services, Communicable Diseases, 5
Department of Health Services, Emergency Medical Services, 9
Department of Health Services, Food, Recreational, and Institutional Sanitation, 4
Department of Health Services, Health Care Institutions: Licensing, 7
Department of Health Services, Health Care Institutions: Rates and Charges, 3
Department of Health Services, Health Programs Services, 1
Department of Health Services, Laboratories, 2
Department of Health Services, Noncommunicable Diseases, 1
Department of Health Services, Occupational Licensing, 1
Department of Health Services, Oral Health, 2
Department of Health Services, Tobacco Tax-Funded Programs, 3
Department of Health Services, Vital Records and Statistics, 3
Department of Health Services, Waiver Programs, 1
Department of Insurance, 17
Department of Liquor Licenses and Control, 6
Department of Public Safety, Concealed Weapon Permits, 1
Department of Public Safety, Criminal Identification Section, 2
Department of Public Safety, Local Retirement Board, 1
Department of Public Safety, Private Investigators, 1
Department of Public Safety, Tow Trucks, 2
Department of Revenue, General Administration, 2
Department of Revenue, Income and Withholding Tax Section, 5
Department of Revenue, Luxury Tax Section, 2
Department of Revenue, Transaction Privilege and Use Tax Section, 11
Department of Transportation, Administration, 1
Department of Transportation, Aeronautics Division, 1
Department of Transportation, Commercial Programs, 3
Department of Transportation, Highways, 4
Department of Transportation, Third-party Programs, 1
Department of Transportation, Title, Registration, and Driver Licenses, 5
Department of Veterans' Services, 1
Department of Water Resources, 5
Department of Weights and Measures, 1
Game and Fish Commission, 19
Governing Committee for Tax Deferred Annuity and Deferred Compensation Plans, 1
Government Information Technology Agency, 1
Industrial Commission of Arizona, 8
Naturopathic Physicians Board of Examiners, 3

Occupational Safety and Health Administration Review Board, 1
 Oil and Gas Conservation Commission, 2
 Radiation Regulatory Agency, 6
 Radiation Regulatory Agency, Medical Radiologic Technology Board of Examiners, 1
 Registrar of Contractors, 2
 Regulatory Board of Physician Assistants, 2
 State Board for Charter Schools, 1
 State Board of Dental Examiners, 2
 State Board of Education, 13
 State Land Department, 4
 State Parks Board, 3
 State Real Estate Department, 6
 State Retirement System Board, 17
 Structural Pest Control Commission, 2
 Veterinary Medical Examining Board, 3

SUBSCRIPTIONS (PAPER SUBSCRIBERS)

Publication	Number of Subscribers
<i>Arizona Administrative Code</i>	300
<i>Arizona Administrative Register</i>	200
Chaptered Bills (the number of people requesting <i>all</i> bills filed)	100

LEGISLATIVE FILINGS

Legislative Session	Filed
47th Legislature, First Regular Session (2005)	334 Chaptered Bills 5 Senate Concurrent Resolutions 5 House Concurrent Resolutions 5 House Concurrent Memorials 2 Senate Concurrent Memorials 1 Senate Resolutions 1 House Memorials 1 Senate Memorials 59 Governor Vetoes

OTHER FILINGS

Type	Filed
Executive Orders	21

PUBLICATIONS PRINTED AND DISTRIBUTED

Name of Publication	Number printed
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Arizona Residential Landlord & Tenant Act A.R.S. Title 33, Chapter 10 The division saw a more than 14 percent increase for the regular print edition over FY '04, while the large print edition saw a decline of more than 4,000 copies in FY '05.	Regular print - 111,300 Large print - 13,000
Notary Handbooks	113,500
Notary 101	30,500
AZ/US Constitution	Regular print - 15,400 Large print - 1,700
Kids Activity Book	350
Trade Name publication	30,000
State Symbol Brochure	13,000
Welcome Brochures	6,000
Lobbyists publication	2,500
Bingo laws	30
Election Law Manual	150
Election Law Training	150
Financial Election	50
Brewer Voting Action Plan	30
BVAP – Preliminary Plan	180
Electronic Voting System Instructions	165
Campaign Contributions and Expenses	500

2003-2004 EDITION OF THE ARIZONA BLUE BOOK

The 2003-2004 edition of the *Arizona Blue Book* was sold in FY '05. The *Arizona Blue Book* is printed under the authority of A.R.S. § 41-131. Sales of this book continued to be strong through the end of the fiscal year. Under the law, money generated from *Arizona Blue Book* sales goes into a separate account other than the general fund. This separate account is a revolving fund that helps to offset printing costs of the next edition of the *Arizona Blue Book*. More than 1,100 books were sold or distributed.



SPECIAL PROJECTS SUPPORT

During the fiscal year the Public Services Division director supported the Election Services, Business Services and Administration with various projects.

The director supported: general Web site maintenance; design of and maintenance of special web pages including but not limited to the Advance Directive web page and voter outreach web pages; posting of office publications online; META tagging of online publications; support to HAVA projects; Primary and General Election, including preparation of the official presidential elector ballot, certificate of vote and election night computer/technical support, special preparation for online posting of the 2004 Publicity Pamphlet, including a text only version for sight readers; Voter Registration form updates to comply with updated laws; support to the Voter Outreach Coordinator; and support to the Accessible Voting Pilot project. The director also reviewed and/or helped to produce press releases, media advisories and various office publications. Electronic releasing and posting of these projects to the Web site were maintained.

(Below) Some FY 2005 special projects included: design of special Web pages, editing and design of Advance Directive publications.

Advance Directive Brochure



Sec. of State Brewer Expands Web Site Election Information in Spanish - Web site to increase Accessibility of Government to the Hispanic Community



The posting of the state's 2004 Ballot Proposition guide including preparation of the guide for sight-readers and the Sun Dial Voter Information Project.



General Information

[Letter From Secretary of State Janice K. Brewer](#)
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[Voter Registration Information, Early Voting](#)
[Voter Rights](#)
[Voting Equipment](#)
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Ballot Propositions

[Proposition 100](#) Proposed amendment to the Arizona Constitution by the legislature relating to State Lands [9 pdf](#)

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(Left) Secretary Brewer Presents Revised Voter Registration Form To Comply with Proposition 200 - Seeks Public Comment in February 2005